

13 DECEMBER 1999



Supply

**EXCESS NON-NATIONAL STOCK (NSN)
RESEARCH, DEVELOPMENT, TEST AND
EVALUATION (RDT&E) EQUIPMENT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFMCPD 23-2, *Logistics Materiel Control Activity Operating Policies*. It governs redistribution of excess nonstandard (non-NSN) RDT&E equipment. It applies to AFMC activities that acquire, control, account for, and dispose of RDT&E equipment. It does not apply to US Air Force Reserve or Air National Guard units and members.

SUMMARY OF REVISIONS

This instruction supersedes guidance previously contained in AFMCI 23-203, 24 March 1997 and eliminates chiefs of supply involvement in reporting excess non-NSN RDT&E equipment.

1. Non-NSN RDT&E Equipment Defined. This equipment consists of nonstandard items that have been purchased with RDT&E funds. They are items that are unique to RDT&E activities and are not listed in Federal supply catalogs.

2. Exempt Property. Local excess property (LEP) in the following categories is not covered by this instruction. Use AFM 67-1 (AFMAN 23-110), Volume I, Part One, Chapter 3, or the directives shown here to process property that is:

- 2.1. Perishable.
- 2.2. Dangerous to public health and safety.
- 2.3. Condemned.
- 2.4. Serviceable or non-NSN RDT&E items with an extended unit cost less than \$500.00. (Report assets with an extended cost greater than \$500.00)
- 2.5. Automatic data processing equipment (AFI 33-113, *Telecommunications Centers and Data Processing Centers Management*).

- 2.6. Excess contractor inventory equipment accounted for under Federal Acquisition Regulations.
- 2.7. Non-NSN administrative support equipment.
- 2.8. Expendable.
- 2.9. Equipment management code 1-coded equipment.
- 2.10. Reparable Items.

3. Redistributing Responsibilities. See [Table 1.](#), Redistributing Experimental and Non-NSN RDT&E Equipment.

4. How to Report Excess Assets. By the 22nd of each month, the logistics materiel control activities (LMCA) will prepare an excess list and have it ready to transmit electronically/or via mail to the activities identified in [Attachment 1](#). Negative reports are not required. LMCAs will prepare their lists from their accumulated notifications of excess assets. The lists must be accurate and complete so customers can fill their current or projected requirements from it. RDT&E equipment is costly and must be reused as much as possible. The following types of equipment are reportable:

- 4.1. Non-Defense Industrial Plant Equipment Center (DIPEC) equipment or excess non-NSN RDT&E equipment with an extended cost of more than \$500.00.
- 4.2. Excess non-NSN RDT&E items with a unit cost of \$5,000 or more that are listed in Federal Supply Classes managed by the DIPEC.
- 4.3. Excess non-NSN RDT&E items are exempt from Air Force Equipment Management System 120 day excess reporting.

5. How to Distribute Excess Lists. Use a transmittal letter that explains the 45 days of screening. The letter will indicate how to freeze an item for a redistribution order (RDO) and the requirement that the requester must provide transportation appropriation, to which packing, crating, and transporting costs may be charged, when requesting an item on the list. The letter will be dated with the date the list is to be mailed.

Table 1. Redistributing Experimental and Non-NSN RDT&E Equipment.

ACTIONS	RESPONSIBILITY OF
Identify and report monthly all excesses covered by this regulation. Make sure reported items are coded according to Attachment 2 . Distribute excess lists to all activities authorized to receive them, according to Attachment 1 . Make sure excess lists received from other activities are given to activities to permit maximum screening. If necessary, reproduce the lists locally. Make sure reported items are available for shipment. Decide order and priority of release when multiple requests for the same item are received. Circulate to AFMC activities information about excess items on accelerated screening.	The LMCA that manages and accounts for experimental and non-NSN RDT&E equipment.

5.1. Within 5 workdays before the end of the screening period send a copy of the excess list to the DIPEC, only if the list includes industrial plant equipment (IPE) that is available. Do not send to DIPEC if assets were redistributed or frozen for redistribution.

6. How to Announce Accelerated Screening of Excess Assets. When excess non-NSN RDT&E assets are generated, activities without storage facilities are specifically authorized to announce accelerated screening of items covered by this instruction. AFMC field commands may decide that small activities under their jurisdiction can announce accelerated screening of items covered by this instruction. They will base their decision to announce on how much equipment the detachment or operating location uses. To announce, an activity sends a message to address indicator group (AIG) 10178. The message will describe the item, give its stock number, identify the excess quantity and the unit price, give the condition code that best indicates the asset's condition ([Attachment 2](#)), and give the name and telephone number (DSN or commercial) of the supply representative or of the last user who can give more information. Activities may accomplish accelerated screening of assets via the optional use of electronic mail.

7. Screening by the DIPEC. The DIPEC will screen excess items within 10 days after the AFMC screening is completed. The DIPEC will send shipping instructions and the transportation appropriation to the reporting activity for items for which the activity has a requirement. The DIPEC will send an annotated DIPEC Form Letter 173 to the reporting activity for items for which the activity does not have a requirement.

8. Excess Lists or Accelerated Screening Announcements. An activity that wants items from an excess list or an accelerated screening announcement will contact the reporting activity and ask that the items be frozen for its requirement. The activity will send the reporting activity a letter, a message, a DD Form 1348-1, **DoD Single Line Item Release/Receipt Document**; or a DD Form 1149, **Requisition and Invoice/Shipping Document**, identifying the requirement for the item. The activity will include the excess list or the accelerated screening announcement numbers, the data that describes the items, the quantity required, the shipping address (stock record account number and marked-for), and the transportation appropriation. All activities that receive excess non-NSN RDT&E equipment are authorized nonreimbursable issue according to AFM 67-1 (AFMAN 23-110), Volume I, Part One, Chapter 6, and AFM 67-1 (AFMAN 23-110), Volume I, Part One, Chapter 11, Section X (other government agencies).

9. Processing Excess Items. The LMCA will hold excess items for 45 days so activities have time to screen the excess list and no less than 10 workdays for the accelerated screening announcement.

9.1. If an LMCA receives a request for an excess item, the LMCA will freeze the item for redistribution and then release excess items. They will make sure the available technical data, tools, spare parts, and demand data go with the shipment or they will notify the requesting activity that the requirement cannot be filled. IET/FED procedures in AFMAN 23-110, Volume II, Part Two, Chapter 22, Section H, will be used to make the shipment to Air Force activities.

9.2. If the LMCAs do not get requests for all of the excess items within 45 days (based on mailing date of list) (55 days for items the DIPEC is screening), they will consider the remaining items (except IPE) as excess to the RDT&E requirements of the Air Force and will begin disposing of the items as follows:

9.2.1. Process the items as "declared service/agency excess" (AFM 67-1 (AFMAN 23-110), Volume I, Part One, Chapter 3). Turn-in to chief of supply for processing to Defense Reutilization and Marketing Office (DRMO).

9.2.2. Make sure an annotated DIPEC Form Letter 173 is turned in with the IPE equipment. LMCAs will turn in items to the chief of supply to be shipped immediately to the DRMO.

9.2.3. Annotate the excess list as follows to show method of disposal of all items. Use:

9.2.3.1. FET and the name of the activity for items redistributed to activities on base.

9.2.3.2. TRM for items turned in to the DRMO.

9.2.3.3. Maintain annotated listing for a year.

10. Reports Control. Reporting requirements established by this instruction are exempt from the reports control symbol AFI 37-124, *The Information Collections and Reports Management Program; Controlling Internal, Public, and Interagency Air Force Information Collections*.

Gary T. McCoy, Col, USAF
Deputy Director of Logistics

Attachment 1

LIST OF ACTIVITIES AUTHORIZED TO RECEIVE AFMC EXCESS LISTS

Table A1.1. List of Activities Authorized to Receive AFMC Excess Lists

HQ AFMC/LGSP Wright-Patterson AFB OH	AFRL/PSL Kirtland AFB NM
AFRL/HEOF Wright-Patterson AFB OH	46TH Test Wing (46TW/TSTD) Eglin AFB FL
DET1 AFRL/WS/ADTECH Wright-Patterson AFB OH	AFRL/MNP/LMCA Eglin AFB FL
NAIC/MSHL Wright-Patterson AFB OH	AFRL/IFOL Rome, NY
388TH RANS/LGS Hill AFB UT	AFRL/VSOSL Hanscom AFB MA
46TH TESTGROUP (46TG/XPOL) Holloman AFB NM	SA-ALC/TI Kelly AFB TX
HQ AEDC/LG Arnold AFB TN	SM-ALC/TI McClellan AFB CA
AFRL/HEOA Brooks AFB TX	WR-ALC/TI Robins AFB GA
412TH Test Wing (412 TW/TS/Spacemark/LMCA) Edwards AFB CA	OC-ALC/TI Tinker AFB OK
AFRL/PROF Edwards AFB CA	AFRL/HEAO 6030 Kent Road Building 522 Mesa AZ 85212
95TH SPT/LGSQ Edwards AFB CA	

Attachment 2

STANDARD DISPOSAL CONDITION CODES

Table A2.1. Standard Disposal Condition Codes

CODE	TITLE	DEFINITION
1	UNUSED-GOOD	Unused property that is usable without repairs and identical to or interchangeable with new items from normal supply source.
2	UNUSED-FAIR	Unused property that is usable without repairs but has deteriorated or been damaged to the extent that utility is somewhat impaired.
3	UNUSED-POOR	Unused property that is usable without repairs but has considerably deteriorated or been damaged. Enough utility remains to classify the property better than salvage.
4	USED-GOOD	Used property that is usable without repairs and most of its useful life remains.
5	USED-FAIR	Used property that is usable without repairs but are some what worn and may soon require repairs.
6	USED-POOR	Used property that may be used without repairs but is considerably worn so that remaining utility is limited or major repairs will soon be required.